

**Nasonville Fire District  
2577 Victory Highway  
Nasonville, Rhode Island 02830**

**Monthly Meeting Minutes for April 21, 2016**

**1. Call to Order:**

Chairperson Jenn Zuba called the Operating Committee meeting to order at 7:01 PM.

**Members present:** Board Members: Jenn Zuba (Chairperson), Bettie Hatzell (Vice Chairperson), Bob Allard, Janet Raymond, Gerry Lapierre, Norm Dalpe and Paul Wright.

**Others:** Christine Chretien (District Clerk)

**Opening Statement**

To the best of our ability we are conducting this meeting in a truthful and proper manner for the residents of the Nasonville Fire District.

**2. Fire Department Staffing Update** – Jenn Zuba informed the Operating Committee that Chief Robert Howe resigned from the department effective Tuesday, April 19, 2016 at 4:00 PM. She also informed the Operating Committee that she asked Joe Bourquin to step in as Interim Chief for the period between 4:00 PM on Tuesday until 7:00 PM on Thursday when the Operating Committee meeting started. She also informed the Operating Committee that Deputy Chief Chip Mainville had resigned effective Thursday, April 21, 2016 at 2:00 PM. Ed Blanchard will also be away in Texas for two weeks. Shift scheduling had been completed and there will be coverage through April. She also stated that she had been in touch with the surrounding fire departments to make them aware of the situation. The State Fire Marshal has also been informed that the district no longer has a Fire Marshal on duty. The Union will provide a memo of understanding regarding staffing the station safely until a new chief is appointed.

The Operating Committee discussed the need to appoint an Interim Chief to ensure the day-to-day operations are covered and if the person appointed should be called Interim Chief or Duty Chief or Crew Chief. Gerry Lapierre informed the Operating Committee that he had reached out to three prior candidates for the Chief's position and he indicated that two of three would be interested in filling in and he was waiting to hear back from the third. The Operating Committee discussed possibly paying a stipend in order to have overnight coverage at the station. Jenn Zuba will check with the district's attorney regarding paying a stipend to make sure there is no violation of the Fair Labor Standards. The Operating Committee discussed the salary to be paid to the Interim Chief. Gerry Lapierre made a motion that the Interim Chief should be paid the same hourly wage as the former Chief, at a rate of \$21.50/hour. Bob Allard seconded the motion. All members were in favor and the motion passed.

A number of attendees at the meeting spoke on behalf of Joe Bourquin and felt he would do a great job. No other attendees came forward to express an interest in the temporary position. Gerry Lapierre made a motion that person performing the Fire Chief's duties should be called Interim Chief. Bob Allard seconded the motion. All members were in favor and the motion passed. Bettie Hatzell made a motion to appoint Joe Bourquin as Interim Chief. Janet Raymond seconded the motion. All members were in favor and the motion was passed.

**3. Adjournment** - There being no further business, Bettie Hatzell made a motion to adjourn at 7:59 PM and Janet Raymond seconded the motion. All members approved the motion and the motion was passed.

Respectfully Submitted,

Christine A. Chretien  
District Clerk